



**TECHNICAL ADVISORY COMMITTEE  
AGENDA**

September 26, 2008; 1:30 – 3:00 p.m.  
McCloskey Room

- I. Call to Order
- II. Approval of Minutes:
  - A. August 22, 2008
- III. Communications from the Chair
- IV. Reports from Officers and/or Committees
  - A. Updates on MPO related projects
- V. Reports from the MPO Staff
- VI. Old Business
  - A. Complete Streets
- VII. New Business
  - A. Railroad Crossing
  - B. Highway Safety Improvement Program (HSIP) Call for Projects / Application Q & A
  - C. CY 2009 Meeting Schedule
- VIII. Communications from Committee Members (*non-agenda items*)
  - A. Topic Suggestions for future agendas
- IX. Upcoming Meetings
  - A. Citizens Advisory Committee – October 22, 2008 at 6:30 p.m. (McCloskey Room)
  - B. Technical Advisory Committee – October 24, 2008 at 1:30pm (McCloskey Room)
  - C. Policy Committee – November 14, 2008 at 1:30pm (McCloskey Room)

Adjournment



**Technical Advisory Committee Meeting Minutes**  
**August 22, 2008 McCloskey Conference Room 135, City Hall**

*Technical Advisory Committee minutes are transcribed in a summarized outline manner. Audio recordings are on file with the City of Bloomington Planning Department.*

**Attendance**

Technical Advisory Committee: John Collisson (Monroe Co. Highway), Tom Micuda (Bloomington Planning), Christina Fulton (Bloomington Public Works), Joyce Williams (Bloomington Engineering), Emmanuel Nsonwu (INDOT), Lew May (Bloomington Transit), Perry Maull (IU Bus Service), Jim Ude (INDOT), Gregg Zody (Monroe Co. Planning), and Jane Fleig (Bloomington Utilities).

Others: Josh Desmond (MPO Staff), Raymond Hess (MPO Staff), Joe Fish (MPO Staff) and Scott Robinson (MPO Staff).

**I. Call to Order**

Jane Fleig called the meeting to order

**II. Approval of Minutes:**

**A. May 23, 2008** – Tom Micuda moved approval of the minutes after a correction from Jane Fleig. Jim Ude seconded the motion. The minutes were approved by unanimous vote.

**III. Communications from the Chair**

There were no communications from the chair.

**IV. Reports from Officers and/or Committees**

**A. Updates on MPO related projects** - John Collisson reported that the 1<sup>st</sup> St. bridge project is on schedule. Monroe County hopes to bid the project at Smith and Rogers in December. They are working on right-of-way for Vernal Pike, Phase II.

**V. Reports from the MPO Staff**

**A. SAFETEA-LU Obligation Report** - Josh Desmond reminded the committee that SAFETEA-LU will expire in late 2009. Federal funds, especially STP funds, need to be obligated or spent before this time. Mr. Desmond offered staff assistance. If a local public agency (LPA) feels a project will not start within this timeframe, the MPO will need to see if there are other projects that can use the funding. Staff has been notified that some funds will be rescinded from our UPWP.

**B. 4<sup>th</sup> Quarter Progress Report** - Raymond Hess explained that the 4<sup>th</sup> Quarter Report is presented for the committee's information.

**C. Annual Completion Report** – Mr. Hess explained the MPO spent about 73% of planning funds in FY 2008. The unspent funds are expected to roll back to the MPO in the 2010 fiscal year.

**D. SR 45 from Pete Ellis to Russell Road Public Hearing Request** - Mr. Hess stated a public hearing for INDOT's SR 45 project will be held on Tuesday, Sept. 16<sup>th</sup> at 6:00 pm in the

University Elementary School Cafeteria. Joyce Williams noted that some people had been notified that the meeting is actually on Thursday, Sept. 18. Mr. Hess said he will check with INDOT for clarification.

**E. Complete Streets Update** - Mr. Hess said that the Citizens Advisory Committee has been working on a draft Complete Streets policy. The implication is that projects that are programmed into the TIP would have to be Complete Streets compliant. Copies of the policy are available from staff or online in the CAC packets on the MPO webpage. It is anticipated that the TAC will see the policy in October.

**VI. Old Business**

There was no old business.

**VII. New Business**

**A. Transportation Improvement Program (TIP) FY 2009-2012 Amendment** - Mr. Hess said INDOT requested a TIP amendment to include engineering for an intersection improvement at SR 45 and Liberty Dr. The project will include an additional turning lane. Tom Micuda moved to recommend approval of the TIP amendment. Gregg Zody seconded the motion. The motion was approved by unanimous vote.

**B. JARC/New Freedom Grant Requests** - Mr. Hess said Bloomington Transit was successful in getting JARC and New Freedom funds last year to extend transit service so as to better serve low income populations and persons with disabilities. Lew May said the JARC grant helped expand transit service for downtown-oriented routes to 11:30 pm. The New Freedom funding allowed BT Access service to extend to the whole city until 11:30 pm. Ridership is growing for the expanded service. BT plans to apply for \$208,000 in JARC funding and \$26,000 in New Freedom funding to continue these services. BT will match these funds at 50%. Joyce Williams moved approval of grant requests. Perry Maull seconded the motion. The motion was approved by unanimous vote.

**C. Highway Safety Improvement Program (HSIP) Procedures** - Joe Fish explained the HSIP program, formerly called the Hazard Elimination and Safety Program, is now managed by the MPO rather than INDOT. The focus of the program is to reduce fatal and incapacitating injuries using low cost methods. Draft procedures outline how approximately \$715,000 could be awarded in the first round of funding. Applications would be due in November and awards would be determined by the Policy Committee in January. Mr. Fish explained that HSIP could fund up to 90% of the construction of an eligible project. A list of eligible projects, using the State's accident reporting database, was distributed. MPO staff suggests that all 53 inter-sections and 4 segment locations identified on the list be considered eligible to receive funding through the HSIP program. Mr. Fish also reviewed how to determine the project's cost/benefit ratio using a spreadsheet adapted from the State of Minnesota.

Ms. Williams suggested the timeline be kept tight. She also questioned the "reactive/proactive" terminology and suggested substituting "high cost/low cost." Ms. Williams asked if the intersection of an INDOT road with a local road would be considered eligible. Mr. Fish said that kind of project might have to go through an appeal process if not identified on the list. Ms. Williams suggested that the appeal process run concurrent with the application process to save

time. Mr. Micuda moved to recommend approval of the HSIP guidelines as put together by staff with the following modifications: 1.) Use a larger project list minus the INDOT intersections that were inadvertently included; 2.) Use better terminology than “reactive/proactive” to describe project types; 3.) Allow the appeals process to run concurrent with the application process. Perry Maull seconded the motion. The motion was approved by unanimous vote.

**D. Intelligent Transportation System (ITS) Architecture** - Mr. Hess presented the draft Regional ITS Architecture. The purpose of the document is to identify how technology can be integrated into the transportation infrastructure to alleviate congestion and improve safety and efficiency. The document was produced using a computer program which takes inputs from stakeholders and identifies the relationships among those stakeholders. There is no additional funding to help implement ITS projects. However, FHWA has said that if a project has an ITS component, it won't be approved unless we have an adopted plan. He explained portions of the document. It is suggested that staff maintain the document administratively in order to keep it up to date. Staff would draft a new version of the document every five years. Lew May moved approval of the Intelligent Transportation System (ITS) Architecture. Perry Maull seconded the motion. The motion was approved by unanimous vote.

**E. Transportation Enhancement (TE) Program Update** - Scott Robinson presented the Committee with an update on the TE program. The State will now allocate a predetermined amount to each MPO and the MPO will in turn have to award the money. The BMCMPPO is estimated to receive \$280,000 of TE grants for fiscal year 2012. The deadline to apply for TE funds was August 21<sup>st</sup> and no applications were received. Therefore funds will roll over to next year. Staff intends to clarify the process for the allotment of funds and establish a selection committee.

#### **VIII. Communications from Committee Members (non-agenda items)**

Joyce Williams wants to discuss railroad crossings and conversations she has had with the railroad at a future meeting.

#### **IX. Upcoming Meetings**

- A. Citizens Advisory Committee – August 27, 2008 at 6:30 p.m. (McCloskey Room)
- B. Policy Committee – September 12, 2008 at 1:30pm (McCloskey Room)
- C. Technical Advisory Committee – September 26, 2008 at 1:30pm (McCloskey Room)

Adjournment

*These minutes were \_\_\_\_\_ by the Technical Advisory Committee at their regular meeting held on September 26, 2008 (RCH 09/26/2008).*

BMCMPO Draft Complete Streets Policy  
*Working Outline: September 17, 2008(version 4)*

WHEREAS, it is the intent of the Bloomington Monroe County Metropolitan Planning Organization (BMCMPO) to be compliant with the **Complete Streets Act of 2008**; and

WHEREAS, the BMCMPO has prioritized development of a truly multi-modal system in the Vision Statement of the currently adopted Long Range Transportation Plan; and

WHEREAS, the BMCMPO's Transportation Improvement Program (TIP) identifies implementation of capital improvements in the urbanized area; and

WHEREAS, the civic guidance of the Citizens Advisory Committee and the technical expertise of the Technical Advisory Committee can ensure that investment in transportation infrastructure is addressing the needs of all users of a corridor;

NOW, THEREFORE, BE IT RESOLVED THAT THE POLICY COMMITTEE OF THE BLOOMINGTON MONROE COUNTY METROPOLITAN PLANNING ORGANIZATION HEREBY ADOPTS THIS COMPLETE STREETS POLICY HEREIN CONTAINED, ON THIS DATE XX, XX, 2008.

**Introduction**

The Complete Streets concept is an international initiative to design and build roads that adequately accommodate all users of a corridor, including motor vehicles, pedestrians, bicyclists, users of mass transit, people with disabilities, and adjacent land users. These concepts can be adapted to fit local community needs and used as a policy to direct future transportation planning. A policy using Complete Streets concepts will incorporate community values and qualities including environment, scenic, aesthetic, historic and natural resources, as well as safety and mobility. With few exceptions, it demands careful multi-modal evaluation for all transportation corridors together with the integration of best management strategies in land use and transportation planning that supports compact sustainable development.

This Policy is written to empower and direct citizens together with planners, consultants, engineers, and architects to utilize an interdisciplinary approach to incorporate complete streets concepts into the design and construction of all transportation projects within the Bloomington and Monroe County Metropolitan Planning Organization.

**Section I: Purpose**

The Bloomington/Monroe County Metropolitan Organization (BMCMPO) will require the planning for, design and construction of all transportation improvement projects under the principle of inclusion. This principle dictates that appropriate accommodation for pedestrians, bicyclists, transit riders, persons of all abilities and ages, motorists, and freight providers will be considered so that all modes of transportation can function safely and independently in current

and future conditions as anticipated by the Long Range Transportation Plan (LRTP) or any other relevant long range planning documents.

The principle of inclusion establishes the necessary framework to implement a complete streets policy into the transportation planning process. This policy will ensure that the entire right-of-way is designed and operated to enable safe access for all users and that all transportation agencies participating in the BMCMPPO adhere to implementing the principles of inclusion in all transportation projects appropriate to the local context and needs.

The Complete Streets Policy aims to:

- Ensure that the safety and convenience of all users of the transportation system shall be accommodated
- Apply such policies to the projects contained in the Transportation Improvement Program
- Incorporate the principals in this policy into all aspects of the transportation project development process, including project identification, scoping procedures and design approvals, as well as design manuals and performance measures
- Construct transportation corridors that serve all users including pedestrians, bicyclists, transit users, and travelers of all ages and abilities;
- Create a comprehensive, integrated, and connected transportation network
- Ensure the use of the latest and best design standards;
- Recognize the need for flexibility to accommodate different types of streets (including but not limited to rural, urban, suburban, arterials, collectors, neighborhood connecting, cueing or skinny) and users;
- Direct the complete street design solutions to fit in with the context of the community.

*(CAC reached consensus on 6/25/2008 to preliminarily adopt the policy up to this point in the document)*

## **Section II: Policy**

All capital roadway improvement projects and future projects which are programmed to use federal funding as identified in the Transportation Improvement Program (TIP) shall apply a Complete Streets Framework, as detailed in Section I above, for aspects related to the planning, design, and construction of these improvement projects. Furthermore, the policy requires:

- All users of the transportation system will include pedestrians (including individuals of all ages, and individuals with disabilities (including mobility, sensory, neurological or hidden disabilities), bicyclists, transit vehicles and users, and motorists.
- Application of said policy to both new construction and reconstruction (including resurfacing, restoring, and rehabilitation (3R) projects) improvement projects. Simple improvements, such as re-striping for bicycle and pedestrian accommodation, may be encouraged in pavement resurfacing projects when they fall within the overall scope of the original roadwork.

- Accommodations to be made for all users in all construction and improvement projects unless the BMCMPPO Policy Committee approves any specified exceptions from implementing the policy statement, including documentation with supporting data that indicates the basis for the exemption (see exemption section below).
- The use of current design standards, including those standards applying to access for individuals with disabilities.
- Complete street solutions to be developed to fit in with the context of the community and that those solutions be flexible;
- A description of the performance standards with measurable outcomes that will be developed.
- The BMCMPPO to certify each road project included in the Transportation Improvement Plan (TIP) has been reviewed for its compliance with any applicable Complete Streets Policy statement and that each project within the TIP enhances the safety, convenience, and accessibility of the transportation system for all users to the extent that is reasonably possible and that the project applicant (implementer) addressed concerns in the material prepared for public input with respect to the TIP.

### **Section III: Process**

The complete streets process contains the following four elements:

1) Applicability: The Complete Streets Policy shall apply to all corridor improvement projects that are:

- Identified within the most recently adopted Long Range Transportation Plan; and
- Seek, or intend to at some point in time, to use federal funds through the BMCMPPO.

2) Call for Projects: The BMCMPPO shall issue an annual call for projects which are to be considered to receive (or anticipate) federal funding in the Transportation Improvement Program. At this point in time the project implementer or Local Public Agency (LPA) shall submit a Project Announcement with the following information to the BMCMPPO staff in order to establish a transparent scope of work for public review:

- a detailed project description;
- the intent to be Complete Streets Compliant or the intent to seek a Complete Streets Exemption;
- anticipated phases and key milestones of project development;
- anticipated costs for design, rights-of-way acquisition, and construction;
- anticipated dates for project initiation and consideration to be included within the Transportation Improvement Program;
- public participation process with benchmarks goals to attain;
- project steering committee or key party/agency/interest group identification list to establish constant project coordination and maintain open lines of communication; and
- primary contact or project representative information.

3) Project Review and Approval: Once a Project Announcement has been submitted to the BMCMPPO and subsequently reviewed by the CAC, TAC, and PC for comments and suggestions the BMCMPPO staff shall make the necessary changes to the Project Announcement in order to address Complete Streets Policy issues. Then the Project Announcement will be submitted for consideration to adopt into the TIP. Pending the approval through the TIP adoption process (requires public notification) the Project will not be subject to the Complete Streets Policy; however once adopted into the TIP all phases must be compliant with the intent of this policy herein and/or by the principle of inclusion. The Policy Committee shall certify by resolution that relevant projects identified in the TIP are Complete Streets compliant unless a project receives and exemption under unusual and extraordinary circumstances. Projects listed in the TIP shall clearly designate if the project is Complete Street Compliant or Complete Street Exempt.

*(CAC reached consensus on 8/27/2008 to preliminarily adopt the policy up to this point in the document)*

4) Complete Street Exemption: (material forthcoming)

Section IV: Implementation (material forthcoming)

Section V: Evaluation (material forthcoming)



## MEMO

To: MPO Technical Advisory Committee  
From: Joyce Williams, City of Bloomington Engineering Department  
Date: 9/19/08  
RE: Railroad Crossings

The City of Bloomington Engineering Department has held meetings with the Indiana Rail Road Company (IRRC) regarding the railroad crossing for the proposed Basswood extension to W. 3<sup>rd</sup> Street. John Cummings was the principal person from IRRC at those meetings, though he has recently retired.

At those meetings, the IRRC stated they had no knowledge of the City of Bloomington's desire to have a crossing there despite the fact that at least two crossings are required to complete the frontage system along Hwy 37 in the Master Thoroughfare Plan. The IRRC indicated that they would allow very few crossings, and they were already in discussions with Monroe County for another crossing out west and the Bloomington Chamber of Commerce for a crossing in the north campus area.

The IRRC seemed to be looking for a definitive answer of where and how many crossings are desired within Monroe County. It would be unfair for the Bloomington Engineering Department to make such a decision. The Metropolitan Planning Organization would be a more appropriate body to discuss desired rail crossings and convey those desired locations to IRRC.

Engineering recommends that the TAC review long range planning for the area and identify locations where railroad crossings will be needed. The MPO should consider prioritizing the locations and informing IRRC through a letter or a meeting.

## MEMORANDUM



To: Technical Advisory Committee

From: Raymond Hess  
*Sr. Transportation Planners*

Date: September 19, 2008

Re: Meeting Schedule for Calendar Year 2009

The committees of the Bloomington/Monroe County Metropolitan Planning Organization must consider their meeting schedules for the 2009 calendar year. If the Technical Advisory Committee wishes to keep the same meeting schedule as 2008 and meet on the fourth Friday of every month at 1:30pm, the meeting schedule would be as follows:

January 23, 2009  
February 20, 2009  
March 27, 2009  
April 24, 2009  
May 22, 2009  
June 26, 2009  
August 28, 2009  
September 25, 2009  
October 23, 2009  
November 20, 2009

However, some Technical Advisory Committee members have expressed interest in changing the meeting date and time due to scheduling conflicts, four day work weeks, and personal preferences. MPO staff would prefer to keep TAC meetings during the fourth week of the month so that TAC recommendations can be included in the subsequent Policy Committee packets (PC is anticipated to meet during the second week of the month). To this end, the following alternatives are suggested for your consideration since there are no conflicts with using the McCloskey Room during these times:

Fourth Tuesday anytime (1/27, 2/24, 3/24, 4/28, 5/26, 6/23, 8/25, 9/22, 10/27, 11/17)  
Fourth Wednesday anytime between 10am and 6pm (1/28, 2/25, 3/25, 4/22, 5/27, 6/24, 8/26, 9/23, 10/28, 11/18)  
Fourth Thursday anytime after 1pm (1/22, 2/26, 3/26, 4/23, 5/28, 6/25, 8/27, 9/24, 10/22, 11/19)